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P-2560     Miscellaneous     (Continued)

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F.     Continuation of Food Stamps When AFFC Closes

Policy basis:    273.12

There are two ways of continuing Food Stamp eligibility when ANFC closes:

- 1)    One-month extension is used when there isn't enough information available to continue or terminate benefits; in these instances:
  - use the net income already in the STAT.
  - change the closure date to the month following ANFC closure.
  - send a notice advising client the certification period ends the month following the month the notice is sent.
  - send client a 201 and 202.
- 2)    Change the certification period when enough information about the client's current situation is known; in these instances:
  - no new application is necessary;
  - make necessary changes to the STAT;

If, however, there is sufficient information to find the household ineligible at this time, the closure can be processed concurrently with the ANFC closure. Send a closure notice which includes the reason for FS ineligibility.

G.     Work Registration

Policy basis: 273.7

Every household member who is applying for, or is receiving, food stamps must register for employment at the time of application, and once every twelve months after unless he/she meets a work registration exemption. These exemptions are listed on page 273.7b1 in policy. This list must be reviewed carefully when evaluating a member's exemption status. Once a member has been determined to be either a mandatory registrant, or exempt, the MEMB panel in

ACCESS should be coded using the Food Stamp Registration codes listed in the ACCESS manual.

NOTE: Incorrectly coding an applicant or recipient as "mandatory" when one of the exemptions apply will adversely affect Food Stamp funding.